

Greater Nashua Continuum of Care

Board Meeting Minutes of August 12, 2016

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In attendance were Abigail Alicea, Wendy LeBlanc, Alexandra Hamel, Bob Mack, Barbara Alves, Dawn Reams, Maryse Wirbal and guests Vanessa Talasazan and Samantha Cassista

Scoring tool:

Because Vanessa had to leave promptly at 10:30, the group chose to start the meeting with Vanessa explaining the Scoring Tool. She said that a group of data experts used the score sheet used by the MCOC (the highest scoring application in the country) to score each renewal project based solely on the data associated with each program.

She also let us know that HUD wants specific policies for several of our processes, and this was one of them. She also let us know that HUD denied our appeal in regards to the 8 CH beds lost with last year's application.

Vanessa reviewed the scores and how they were calculated. She pointed out that the list we had been sent with the project ranking was based strictly on data from performance, with HMIS at the bottom (it can't be scored in the same way as the housing programs), followed by reallocation project(s) and then the bonus project. She explained that although HUD doesn't give us much information on how or why specific sections got the scores they did, there are areas where we can get additional points. If we were to reallocate a low-performing project we would get additional points. Keystone Hall's RRH program is not performing well. Wendy noted that if we leave the current program in the ranking (in Tier 2 where it should go based on scoring), it is extremely likely that it won't get funded, whereas if we reallocate those funds to a PH project serving CH, we have a better chance of scoring enough points to receive Tier 2 funding as well as Tier 1. Vanessa also explained that because of last year's "split" of PH7 in between the two tiers, they only have \$10,000 for that program which is unaffordable for HHI so they are going to "give up" that money and add it to the re-allocation pot of money.

Maryse made a motion to accept the suggestion of HHI and Keystone to reallocate Keystone Hall's RRH program and HHI's PH7 program. Bob seconded the motion. 4 were in favor, with 3 abstentions (Wendy LeBlanc, Alex Hamel, and Abigail Alicea)

Vanessa said she would send an email to Abigail today for her to forward to the GNCOC announcing the availability of re-allocation project dollars.

Vanessa also explained that we should be doing a better job of reviewing quarterly performance data and should document this in our meeting minutes. The data committee should be meeting monthly and then bring data info and other issues to the Board.

Because our Chair, Ana, was not at today's meeting, we were not provided with the dollar amounts for each renewal project and we were therefore unable to rank. It was determined that we need another meeting next week for this process.

After Vanessa and Samantha left the meeting, Abigail asked the group to review minutes from our June 10, 2016 meeting. Two typographical errors were noted and Bob moved to accept the minutes as amended. Alex seconded and the motion carried.

September Presentation:

Abigail stated that as far as she knows, Patty Crooker from Nashua Public Health is coordinating this presentation regarding health care but she will check with Ana to follow up.

Slate of Officers:

The group reviewed the suggested slate of officers for vote at the October GNCOC meeting. There was some discussion about the terms and how they are set up. It was noted that our Governance Charter states that we will have staggered 3 year terms. There is no mention of term limits in our Charter. The group reviewed the current slate and noted that those expiring in 2016 will be renewed and will expire in 2019. We also want to add Pam Small from Ann-Marie House to the Board. Maryse made a motion to present this slate to the full GNCOC in October, with the addition of Pam Small. Barbara seconded the motion and all were in favor. Abigail will notify Ana of the need to add the 2019 column to the spreadsheet.

Policies and Procedures:

We reviewed the draft policies for Safe Haven Housing Prioritization, Permanent Supportive Housing Prioritization, Rapid Re-Housing, Scoring and Ranking, and Funding Reallocation. We discussed that we simply need to formalize and document our processes and are also required to submit them to HUD with our application this year. It was noted that the ranking policy isn't significantly different than before, but we just need the process documented. Wendy moved to accept the policies as drafted with corrections to typographical errors. Bob seconded the motion and all were in favor. Wendy said she would send the draft policy about Scoring back to Ana with corrections and also ask that someone review the rest of them for grammar and spelling before sending to HUD.

Maryse indicated that she would like to know more about what each renewal project is and who they serve, just a "cheat sheet" with priority populations, number of units and dollar amounts. Wendy said she will ask Ana to provide this for our ranking meeting next week. Maryse also asked about when the Board will see and approve their bonus project. Wendy explained that it is up to the Collaborative Applicant (HHI) and our consultant to determine that the bonus project meets HUD priorities, and if not they will reject it and the applicant will be notified. There would only be a need to review with the Board if there were more than one applicant for the bonus project or reallocation project. Since there is no other bonus project, it isn't required but all agreed we would love to hear her plans at the next meeting.

The group chose Friday 8/19 at 9:00am to meet and do the ranking for Tier 1 and Tier 2. Abigail will notify the full Board.

Other Issues:

Barbara indicated that she had been asked by her Board if the GNCOC was doing Coordinated Access, since they had seen advertising about the MCOC's project. Bob said that it is being utilized and that there are no funds to advertise it but we feel confident that people who need to know about it are aware of it. Wendy noted that MCOC got planning dollars for CA whereas we did not.

Barbara also mentioned that she believes the website committee is scheduled to meet soon.

There being no further business the meeting adjourned at 11:28 AM.

Minutes taken by Wendy LeBlanc, Southern NH HIV/AIDS Task Force